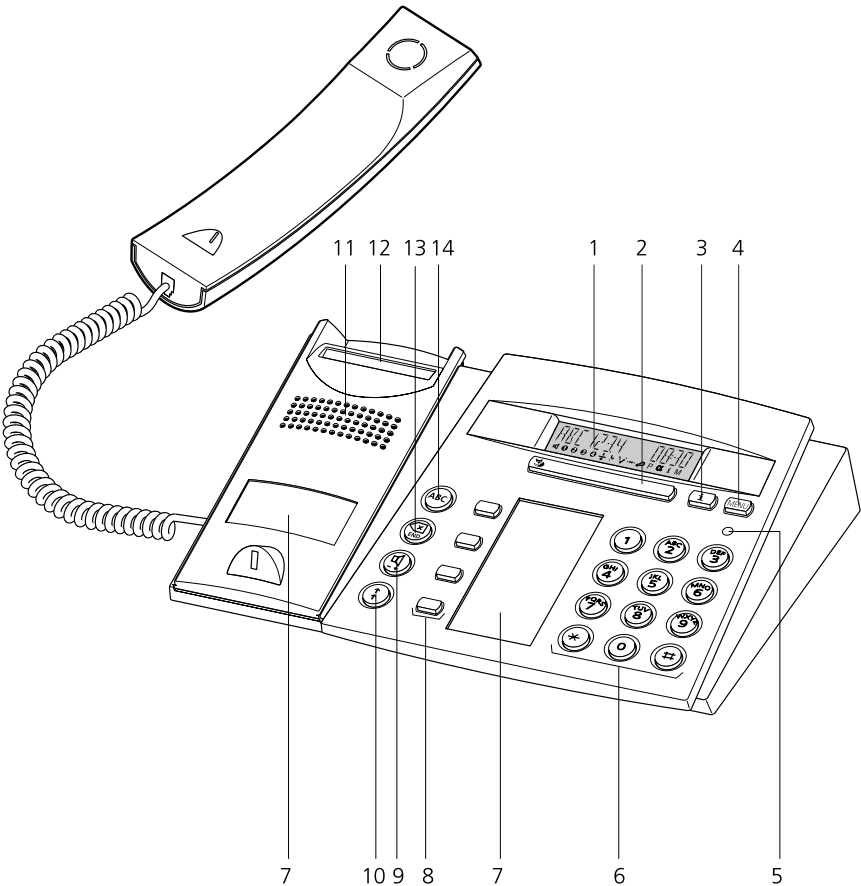**Ascotel IntelliGate Telecommunication Systems**

Ascotel Office 25
User's Guide

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Some systems or system versions do not support all the features. The corresponding text sections are identified by a letter inside square brackets. The section "System and Software Dependency" indicates which system versions support the relevant features.

1 **Display**
   • top: Information, Foxkey functions
   • bottom: Symbols

2 **Foxkey**
   Multifunction key:
   • press briefly: Activates allocated function
   • press and hold down: Reverses scroll direction

3 **Info key**
   Calls up further information

4 **Menu key**
   Menu access key
   • Scrolls through Foxkey functions
   • press and hold down: Configuration mode

5 **Indicator LED**
   • Flashing: Call
   • Lit: Voice Mail, message, or callback

6 **Keypad**
   Enters digits or letters (in alpha mode)

7 **Write-on label**

8 **Configurable keys**
   The topmost configurable key is factory set as an Absence key.
   Configurable as:
   Number key:
   • Press once briefly: 1. Retrieves the phone number
   • Press twice in quick succession: 2. Retrieves the phone number
   • press and hold down: Configures key
   Function key:
   • press briefly: Activates / deactivates function
   • press and hold down: Configures key

9 **Loudspeaker key / Volume / cursorkey**
   • Press once briefly: Loudspeaker on / off
   • Press twice in quick succession: Volume normal / loud

10 **Redialkey**
   • press briefly: Last phone number dialled
   • press and hold down: List of answered calls

11 **Loudspeaker**

12 **Hook switch**

13 **END/correction key**
   • In a call: Disconnects, ready for dialling
   • Menu / configuration: Back / cancel without saving
   • Input: Deletes last character

14 **Alpha key**
   Toggles between digit input and character input

Operating and Display Elements

Displaysymbols

◁)) Loudspeaker is switched on

•↔• Callback is activated

❶ 1st (top) configurable key activated

🔑 Phone lock is activated

❷ Second configurable key activated

P Configuration mode activated

❸ Third configurable key activated

α Text mode activated

❹ Fourth configurable key activated

i Information available

↳ Call Forwarding Unconditional is activated

M Other menu items available

4/\ Scrolls up (figure indicates entry number)
Reversing direction: Press Foxkey with a long keystroke

Note   For a detailed description of the operating and display elements, please refer to the section "User Guidance".

Contents

Telephone   Handset   Phone cord   Handset cord

Quick User's
Guide and safety
information

⚠ Safety Information

Failure to observe this information can be hazardous and infringe existing laws. Please read the Operating Instructions and keep them for future reference. When handing over your phone to others, make sure you enclose these Operating Instructions.

Connections

Always plug the phone cable connectors into the appropriate sockets. Do not modify the connections in any way.

Maintenance

Use original accessories only. Make sure all installation and repair work is carried out by a specially qualified technician.

Always use a soft, moistened, or antistatic cloth to clean your phone. Do not use chemicals or other chemical products.

Ambient conditions

Do not operate the phone outside the temperature range of +5 °C to approx. +40 °C. Avoid direct sunlight and other sources of heat.

Protect your phone against the wet, excessive dust, corrosive liquids and steam.

Do not expose your phone to electromagnetic fields (electric motors, household appliances). The speech quality could be affected. To prevent interference, avoid placing your handset in the immediate vicinity of computers, radios, TV sets, VCRs, and other telephone sets.

Disposal

Be sure to dispose of your phone and its packaging in an environmentally compatible way; alternatively send it back to your supplier or servicing agent.

Intended Purpose

This telephone is designed exclusively for making and receiving phone calls on the appropriate system.

Exclusion of Liability

This product is manufactured in accordance with ISO 9001 quality criteria.

This product and the user information supplied with it have been produced with the utmost care. The product's functions have been tested and approved after comprehensive conformity tests. Nonetheless errors cannot be entirely excluded. The warranty is limited to the replacement of defective hardware.

The manufacturers shall not be liable for any direct or indirect damage that may be caused by incorrect handling, improper use, or any other faulty behaviour on the part of a product. Potential hazards are mentioned in the relevant places in the User Guides. Liability for loss of profit shall be excluded in any case.

You Receive a Call

This section explains the procedure for answering a call.

Answering a Call

Your phone is ringing and the indicator LED is flashing. To answer the call, proceed as follows:

Pick up the handset.

Note If the caller's phone number is received, it is shown on the display. If the phone number is stored on the phone or in the system, the display also shows the corresponding name. If there is not enough space on the display, a "+" appears; you can then use the Info key to display additional information.

Ending a Call

You want to end the call.

After the call, you can display the call duration or retrieve it using the Info key. Call charges are also displayed after any external call which you initiated, provided your provider supports this function.

Put the handset on-hook.

– or –

Press the END key.
  The display reads "ENTER NUMBER"

Note After you have pressed the END key, your phone waits for you to key in a phone number.

You Want to Make a Call

This section explains the different ways you can make a call with your phone.

Dialling with the Phone Number

You want to call someone and key in that person's phone number.

Use the digit keys to key in the phone number.
The display shows the phone number.

Note You can use the Correction key to delete any incorrect digits.

Pick up the handset.
The person is called.

– or –

Call Press the "Call" Foxkey.
The person is called.

Dialling with Redial

You want to call one of the parties who called you recently.

Your phone automatically stores in the last-number redial list the phone numbers of persons who have called you – and their names, if available. You can call these persons back using the last-number redial list.

Press the Redial key.
The first phone number on the last-number redial list is displayed.

To scroll through the maximum of 4 phone numbers last dialled, press the Redial key repeatedly.

Pick up the handset.
The phone number displayed is dialled.

Using Your Phone in Open Listening Mode

You want other people in the room to be able to listen in to the call.

The open listening function lets you activate the loudspeaker in addition to the handset.

During a call: Press the Loudspeaker key.
  Open listening is now activated.

Note   You can continue with the call as usual using the handset.

Deactivating open listening: Press the Loudspeaker key a second time.
  Open listening is now deactivated.

Note   To end a call in open listening mode, you need to press the Loudspeaker key and hang up the phone. If you only replace the handset, the loudspeaker remains activated.

Display

Abbreviations

Depending on the display space available, certain terms may be abbreviated, e.g. "Announ." for "Announcement". The abbreviations though can be easily understood.

Navigating through the Foxkey menu

The Foxkey provides the functions available for the current situation.

The default display shows the info line. Use the Menu key to go to the Foxkey menu .

An "M" in the display's symbol area tells you that you can use the Menu key to show further Foxkey options.

> (MENU)   Press the Menu key repeatedly until you come to the option you want.

Navigating through info lines

In the idle state or when you are reading display texts the display shows an "i" in the symbol line.

An "i" in the display tells you that there is a list of callers, messages, or active functions available in various info lines. Use the Info key to scroll through info lines.

If there is not enough space on the display to show the entire text, a "+" appears. Press the Info key to see the rest of the text.

> (i)   To retrieve info lines: Press the Info key repeatedly until the information appears.

Note   After the last info line, the display shows the idle text again.

> (i)   To see the rest of the text: Press the Info key.
>   The display shows the rest of the text.

Note   Press the Info key as often as necessary to read the entire text.

Keys

Pressing a Key

Depending on the situation and operating mode, a key may have various functions. The function activated depends on the number of times the key is pressed or whether it is pressed quickly or held down for a moment. Here are some examples:

(🦊)	Press the key.
\<long\>	Keep the key held down for a moment (about 2 seconds).
(MENU)	
\<2x short\>	Press the key twice in quick succession.
(ABC)	
\<2x, 3x, 4x, etc.\>	In text mode, press the key twice, three times, four times, etc.
(WXYZ 9)	

Using the Foxkey

The Foxkey has variable functions. These functions are displayed above the key.

There are several contacts under the Foxkey to detect where it is pressed. So you need to press the Foxkey right under the function you want.

If the display shows the info line instead of the Foxkey menu, the functions can still be activated by pressing the Foxkey at the right spot. Under the Fox symbol, the Foxkey is usually assigned with the "Call" function when scrolling through lists and with "OK" for settings. Functions which are currently not shown are indicated by an "M" on the display and can be made visible by pressing the Menu key to avoid errors.

(🦊)	Press the Foxkey under the desired function on the display.

Input

Enters digits

The digit keys are used to enter the digits 0 to 9.

Entering Letters and Special Characters

You can also use the digit keys to enter letters and special characters. A number of letters and special characters are assigned to each key.

To enter letters and special characters using the digit keys, you need to be in text mode. The display shows the " α " symbol. You can switch back and forth between number mode and text mode during your input.

(ABC) To switch between number mode and text mode during your input: Press the Alpha key.

Note If the phone is expecting a text input, the text mode is automatically activated.

The characters are assigned to the digit keys as follows:

(1)	- . ? 1	**(2 ABC)**	A B C 2
(3 DEF)	D E F 3	**(4 GHI)**	G H I 4
(5 JKL)	J K L 5	**(6 MNO)**	M N O 6
(7 PQRS)	P Q R S 7	**(8 TUV)**	T U V 8
(9 WXYZ)	W X Y Z 9	**(0)**	+ 0
(✱)	*	**(#)**	Space #

<1x, 2x, 3x, etc.>   Press the digit key repeatedly until you get the character you want.

Entering a Phone Number in Call Preparation

You want to enter a phone number without it being dialled automatically, so as to have time to check the number and, if necessary, to correct it. The number is not dialled until you go off-hook, for example by picking up the handset.

Enter a phone number in call preparation.
  The display shows the phone number.

Correcting your Input

You notice you have entered a wrong digit or character.

You can delete an incorrect input either character by character or completely.

To delete the last character: Press the END/Correction key.

<long>   To end the input without saving: Press the END/Correction key and hold it down a moment.

Menu-Guided Navigation

Reversing the Scroll Direction

The Foxkey menu shows an arrow symbol for scrolling. However, you want to scroll in the opposite direction.

Hold the key down for a moment to reverse the direction of the arrow.

Λ oder V   Press the "Λ" or "V" Foxkey and hold it down for a moment.
  The direction of the arrow is reversed.

Undoing Actions

You can undo the last action without saving it by pressing the END/Correction key.

Press the END/Correction key.
  Undoes the last action.

Note   To put the phone back into standby mode, you may have to press the END/Correction key several times.

Signals

Indicator LED Signals

These are the normal LED display types. Other display types are described in the troubleshooting section.

LED flashing	LED is not lit	LED is lit in standby mode
Phone is ringing	Phone is in standby mode	Voice mail, message, or callback was received, but not yet answered

The following sections explain the supplementary features provided by your phone for more efficient use.

You Want a Convenient Way of Making a Call

This section explains some convenient features provided by your phone for making a call.

Dialling by Name – Quickdial

You want to make a call by entering a name.

With Quickdial you only need to press the digit keys for each letter once, even though each key is assigned several letters. An efficient algorithm provides quick search results.

Requirement: The name and the corresponding phone number have to be stored on the phone or in the system.

The surname and first name have to be separated by a space, for example "no s" (6 6 # 7) for Noble Stephen. Use the #-key to enter spaces. Ask your system administrator whether you should start with the surname or the first name.

Press the corresponding digit key once for each letter.
  For each letter, the display shows the corresponding digit, for example a "6" for the letter "n".

Press the Alpha key.
  The phone searches for matching names.

You may have to enter another letter before the name you want or a list of names is displayed.

∧   Use the "∧" Foxkey to scroll through the names until the display shows the name you are looking for.

To call the person displayed: Pick up the handset.
  The person is called.

Dialling by Name

You want to make a call by entering a name.

The dialling-by-name function is provided specifically for this purpose. You can look up the name in the phone's or the system's phone book.

The surname and first name have to be separated by a space, for example "no s" for Noble Stephen. Use the #-key to enter spaces. Ask your system administrator whether you should start with the surname or the first name.

(ABC)	To search in all phone books: Press the Alpha key. Letter input is activated. The display shows "DIALLING BY NAME".
	Enter the first letter. The phone searches for matching names.
Note	If the phone is unable to find a matching name, "LIST EMPTY" will appear on the display.
	You may have to enter another letter before the name you want or a list of names is displayed.
∧	Use the "∧" Foxkey to scroll through the names until the display shows the name you are looking for.
	To call the person displayed: Pick up the handset. The person is called.

Dialling from the Call List of Unanswered Calls

You want to call someone who has previously tried to reach you.

Your phone has automatically stored the person's phone number in a call list. You can now call the person back using this call list.

The call list of unanswered calls contains a maximum of 4 entries.

The display shows "Missed calls"

SHOW	Press the "SHOW" Foxkey. The display shows a list of the last unanswered calls.
∧	To scroll through entries: Press "∧" Foxkey.
	To call the person displayed: Pick up the handset. Once the call has been successfully connected, the entry is deleted from the call list.

Dialling from the Call List of Answered Calls

You want to call back someone whose call you answered.

Your phone automatically stored the person's phone number on the list of answered calls. You can now call the person back using this call list.

The list of answered calls contains a maximum of 4 entries.

(MENU)	Press the Menu key repeatedly until the display shows "CALL LIST".
CALL LIST	Press the "CALL LIST" Foxkey.
ANSWERED CALLS	Press the "ANSWERED CALLS" Foxkey. The display shows the list of the last calls.
Λ	To scroll through the list of answered calls: Press the "Λ" Foxkey.
	Pick up the handset. The person is called.
Note	You can also access the list of answered calls by pressing the Redial key and holding it down for a moment.

Dialling with a Configurable Key – Number Key

You want to call someone whose phone number is stored under a configurable key.

You can dial the person by pressing the corresponding number key.

	Activate the key's first allocated function: Press the key once. The key's first allocated function is shown on the display.
	– or –
<2x short>	Activate the key's second allocated function: Press the key twice in quick succession. The key's second allocated function is shown on the display.
	To call the person displayed: Pick up the handset. The person is called.

Requesting a Callback

You want to talk to a certain person. The person is busy or does not answer. You can make callback requests to both internal and external subscribers. Not all providers support this function.

If the called party is busy, you can request an automatic callback. In this case, your phone will start ringing as soon as the party you are trying to reach goes on-hook. When you pick up the handset, the called party's phone will start ringing.

If the called party does not answer, you can also request a callback. The called party will see a continuous visual reminder of your callback request.

Situation	You called someone and hear the busy tone or dialling tone.
(MENU)	To activate a callback request: Press the Menu key.
CALLBACK	Press the "CALLBACK" Foxkey. The display shows "DONE".
	Put the handset on-hook. The display shows "CALL EXPECTED".
Note	You can have only 1 active callback request at a time. Your callback request will automatically be cancelled by the system after about half an hour. You can also cancel the callback request beforehand.
(MENU)	Press the Menu key. The display shows "RESET".
RESET	Cancelling the callback request: Press the "CANCEL" Foxkey.

Answering Call Waiting

You are in a call and hear the call waiting tone. Someone is urgently trying to reach you.

You can either answer, deflect or reject the call.

(MENU)	Press the Menu key.
ANSWER	Answering the call: Press the "ANSWER" Foxkey. 1. Your original call partner is put on hold. You are now connected with the party who initiated the call waiting.
	– or –
(MENU)	Press the Menu key
DEFLECT	Press the "DEFLECT" Foxkey.
	Enter destination subscriber as defined in the Chapter "Deflect a Call During the Ringing Phase".
	– or –

REJECT	Rejecting the call: Press the "REJECT" Foxkey.
	You remain connected with your original call partner. The call-waiting party hears the busy tone.

– or –

MENU	Press the Menu key repeatedly until the display shows "END".
END	Ending the current call and answering the call-waiting call: Press the "END" Foxkey.
	1. The first call is terminated. You are now connected with the party who initiated the call waiting.

Call Waiting on an Internal Subscriber

You want to talk to an internal subscriber. However, the person is busy.

As a result of your call waiting, the person hears a call waiting tone and your phone number or name appears on his display. The person can either answer or reject your call.

MENU	Press the Menu key.
CALL WAITING	Press the "CALL WAITING" Foxkey.
	You hear the dialling tone.

Note If the person rejects your call request or if call waiting is not possible, the call is disconnected (busy tone).

Starting an Announcement

You want to address internal subscribers directly via their loudspeaker – where available – , without waiting for a reply (similar principle to that of an intercom system).

You can initiate an announcement to the selected subscribers, provided your system administrator has enabled your phone to do so.

	Enter the phone number of the subscriber or group.
MENU	Press the Menu key repeatedly until the display shows "ANNOUNCEMENT".
ANNOUNCEMENT	Press the "ANNOUNCEMENT" Foxkey.
	Pick up the handset.
	The person hears the acknowledgement tone. The display shows "ANNOUNCEMENT TO: ...". You can now talk.

Receiving an Announcement

After an attention tone you will be addressed via your loudspeaker.

You can listen to the announcement or stop it.

To continue the announcement as a phone call: Pick up the handset.
  You are now connected to the person who initiated the announcement.

Note   All the other recipients of the announcement are excluded.

– or –

To stop the announcement: Press the END/Correction key.

You Want to Use Functions while in a Call

This section explains the different options provided by your phone while you are in a call.

Enquiry Call During a Call

You want to call someone else briefly without losing your current call partner. Then you want to resume your conversation with your original call partner.

With the enquiry call function you can call someone else in the middle of a call and put your original call partner on hold. You can make enquiry calls to both internal and external subscribers.

MENU   Press the Menu key repeatedly until the display shows "ENQUIRY CALL".

ENQUIRY CALL   Press the "ENQUIRY CALL" Foxkey.
  Your original call partner is put on hold.

Enter the phone number of the enquiry call party.
  The enquiry call party is called. You hear the ring back tone.

To end the enquiry call: Press the END/Correction key.
  You are now back through to your original call partner.

Note   If your enquiry call party hangs up and you also go on-hook by mistake, you will hear a continuous ringing signal for 10 seconds to draw your attention to the person still on hold. If you pick up the receiver during the continuous ringing, you will be reconnected with your call partner.

Brokering between an Enquiry Call Party and Your Call Partner

You are talking with an enquiry call party and have your original call partner on hold. You want to be able to switch back and forth between the two.

In an enquiry call you can use the brokering[1] function to switch back and forth between an enquiry call party and the party on hold. Brokering is possible with both internal and external subscribers. You can also broker between conference parties as a group and an enquiry call party.

(MENU)   Brokering: Press the Menu key repeatedly until the display shows "BROKERING".

BROKERING   Press the "BROKERING" Foxkey.
                 Your call partner changes. The other call party is put on hold.

(END)   To terminate the current connection: Press the END/correction key.
                 Call party disconnected. Connected with the call party on hold.

Transferring a Call Partner

You want to put your call partner through to someone else.

With the enquiry call function you can connect your call partner with someone else. You can connect internal and external subscribers with one another.

(MENU)   Press the Menu key repeatedly until the display shows "ENQUIRY CALL".

ENQUIRY CALL   Press the "ENQUIRY CALL" Foxkey.
                 Your original call partner is put on hold.

                Enter the other party's phone number.
                 The other party is called.

                Connecting with notification: Wait until the person has answered the call. Announce the call party.

                Put the handset on-hook.
                 Your call partner and the other person are now connected with each other.

                – or –

                Connecting without notificaton: Wait for the first ringing tone, then hang up.
                 The other party is then called directly by your original call partner.

Note   Recall: If the other party does not answer, the call comes back to your phone.

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1) Depending on the system and the software version it is called "Brokering" or "2nd Call".

Parking a Call Partner

You want to put your call partner on hold without using a phone channel as a result.

You can park your call partner both locally and centrally. A locally parked call party can only be retrieved by the phone that originally parked the call. Local parking is possible only with the Foxkey menu.

With central parking your call partner is parked on the system's parking position and can be retrieved from any phone. Central parking can only be used with */# procedure *76 (retrieve with #76).

(MENU)	Press the Menu key repeatedly until the display shows "PARK".
PARK 🦊	Press the "PARK" Foxkey. Your call partner is now parked locally. The display shows "Executed".
📞	Put the handset on-hook. The display shows "CALL PARKED".
(MENU)	To retrieve a parked call party: Press the Menu key repeatedly until the display shows "TAKE BACK".
RETRIEVE 🦊	Press the "RETRIEVE" Foxkey.
📞	Pick up the handset. You are now connected with the parked call party.

Making a Conference Call

You are in a call and have a call party on hold at the same time. You want to include the party on hold in the conversation and hold a conference call.

With the conference function you can include a call party on hold in the current conversation. From the conference call you can initiate an enquiry call to someone else. You can broker between the parties as a group and the enquiry call party.

Depending on the system, a conference call can consist of up to 6 conference participants. You can hold a conference call with internal and external subscribers.

(MENU)	To connect the call party on hold: Press the Menu key repeatedly until the display shows "CONFERENCE".
CONFERENCE 🦊	Press the "CONFERENCE" Foxkey. The call party on hold is now included in the call: Conference call.
Note	You may hear an attention tone. This depends on the system's configuration.
📞	Leaving a conference call: Put the handset on-hook. The other conference parties remain in the call.

You Are Away from Your Desk

This section explains the different options provided by your phone when you want to leave your desk.

Using the Absence Key

You want to leave your desk and set up your phone for your absence.

Your phone has an Absence key. It is factory set as a call forwarding unconditional key. By simply pressing the Absence key you can activate a call forwarding unconditional.

Note The topmost configurable key is factory set as an Absence key.

Enter the phone number to which the call is to be forwarded.

Press the Absence key.
The display shows ❶ and `"FORWARDED TO:"` The call forwarding unconditional is activated.

– or –

To activate the last forwarded destination: Press the Absence key only.
The display shows `"FORWARDED TO:"`. The call forwarding unconditional is activated.

Note You can also reconfigure the Absence key.

When you are back at your desk: Press the Absence key.
The call forwarding unconditional is deactivated. The phone reverts to the idle state.

Forwarding a Call

You want to leave your desk. Calls for you are to be forwarded to a different destination (e.g. phone or pager).

You can forward incoming calls to a different destination using Call Forwarding Unconditional.

(MENU) Press the Menu key repeatedly until the display shows `"FORWARD TO"`.

FORWARD Press the `"FORWARD"` Foxkey.

∧ Press the `"∧"` Foxkey repeatedly until the display shows `"FORWARD TO SUBSCRIBER"`.

OK Press the `"OK"` Foxkey.

Enter the person's phone number.

OK

Press the "OK" Foxkey.
   The display shows "FORWARDED: ...".

Note

If a call is to be forwarded only when you are already in a call,
select "FORWARD: BUSY" instead of "FORWARDED: SUBSCRIBER".
You can also activate a call forwarding unconditional by remote control.

MENU

To deactivate call forwarding unconditional: Press the Menu key.
   The display shows "RESET".

RESET

Press the "RESET" Foxkey.
   The call forwarding unconditional is deactivated.

Forwarding a Call on No Reply

You want calls that you receive on your phone to be forwarded to another destination.

Both your own phone and the other destination will then start ringing. The system configuration
determines whether or not there is a ringing delay at the other destination. Whoever goes off-hook first,
answers the call. Depending on the system configuration, Call Forwarding on No Reply can also be
activated when your phone is busy.

MENU

Press the Menu key repeatedly until the display shows "FORWARD TO".

FORWARD

Press the "FORWARD" Foxkey.

Λ

Press the "Λ" Foxkey repeatedly until the display shows "CALL
FORWARDING SUBSCRIBER".

OK

Press the "OK" Foxkey.

Enter the phone number of the destination to which your calls are to be
forwarded.

OK

Press the "OK" Foxkey.
   Call Forwarding on No Reply is now activated. The display shows "**i**" or
   "CFNR: ...".

i

To deactivate Call Forwarding on No Reply: Press the Info key repeatedly until
the display shows "CFNR: ..." .

MENU

Press the Menu key.
   The display shows "RESET".

RESET

Press the "RESET" Foxkey.
   Call Forwarding on No Reply is now deactivated.

Leaving a Message

You cannot be reached on your phone. You want any internal subscriber who calls you to get a message.

Requirement: The internal subscriber must have a phone capable of receiving messages.

Subscribers whose phone cannot receive messages are put through to your phone or rerouted to a destination predefined within the system.

You can select the contents of your message from a list of 16 predefined texts. These texts can be edited to suit your requirements. The predefined texts are specified in the system configuration.

(MENU)	Press the Menu key repeatedly until the display shows "FORWARD TO".
FORWARD	Press the "FORWARD" Foxkey.
∧	Press the "∧" Foxkey repeatedly until the display shows "FORWARD TO MESSAGE".
OK	Press the "OK" Foxkey. The display shows a predefined message.
∧	To scroll through the predefined messages: Press the "∧" Foxkey.
	To change a selected message: Use the digit keys and editing functions.
OK	To activate a message: Press the "OK" Foxkey. The display shows "MESSAGE ACTIVATED".
(MENU)	To deactivate a message: Press the Menu key until "RETRIEVE" appears.
RESET	Press the "CANCEL" Foxkey.

Note   If you activate a call forwarding unconditional, the message you have left on your phone will be deactivated.

Locking Your Phone

You need to leave your desk and want to ensure that no-one can alter your phone's settings, look at your private data, or make outside calls from your phone.

You can lock your phone with a 2 to 10 digit code, see "Changing the code". The factory code setting is 0000.

<long> (MENU)	Press the Menu key and hold it down for a moment. The configuration mode is now activated.
(MENU)	Press the Menu key repeatedly until the display shows "LOCK".
LOCK	Press the "BARRING" Foxkey.
	Use the digit keys to enter the code. For each digit entered, the display shows an "*".
OK	Press the "OK" Foxkey.
∧	Press the "∧" Foxkey repeatedly until the type of locking you want appears on the display.
OK	Press the "OK" Foxkey. The display shows "EXECUTED".

Note You can lock only the configuration ("CFG: BARRED") or the entire phone ("PHONE BARRED"). With "PHONE. BARRED" your private data cannot be viewed and external calls from your phone are only allowed as per system settings.

Unlocking Your Phone

You want to unlock your phone.

You can use the code to unlock your phone. If you have forgotten the code, consult your system administrator.

i	Press the "i" key repeatedly until the display shows "BARRED".
MENU	Press the Menu key. The display shows "RESET"
RESET	Press the "RESET" Foxkey. You are prompted to enter the code.
	Use the digit keys to enter the code. For each digit entered, the display shows an "*".
OK	Press the "OK" Foxkey.
Λ	Press the "Λ" Foxkey repeatedly until the display shows "TEL FREE".
OK	Press the "OK" Foxkey. The display shows "EXECUTED". The phone is unlocked.

You Want to Use Your Phone Efficiently in Special Situations

This section explains the different options provided by your phone for special situations.

Deflect a Call During the Ringing Phase

You do not want to answer a call yourself but deflect it to another subscriber.

With the function "Deflect a Call During the Ringing Phase" during the ringing phase you can deflect calls to an internal or external subscriber or to the Voice Mail Box [c].

Your phone is ringing and the indicator LED is flashing. To deflect the call, proceed as follows.

(MENU)	Press the Menu key.
DEFLECT	Press the "DEFLECT" Foxkey.
	Use the digit keys to key in the phone number. The display shows the phone number.
	– or –
	Dial the phone number using the Redial key function.
	– or –
	Dial the phone number using the dialling options described in the chapter "You Want a Convenient Way of Making a Call".
OK	Press the Foxkey under "OK". The call is deflected to the desired subscriber.

Note If the subscriber you want to deflect to is busy, the call will not be deflected. The display shows "Not available" and your phone still rings.

Reject a call during the ringing phase

You do not want to answer a call.

You can reject a call already during the ringing phase [c].

REJECT	Press the "REJECT" Foxkey. The connection is rejected and the caller obtains the busy tone.

Send Text Messages

You are unable to reach an internal subscriber and thus want to leave a message.

You can send a text message to an internal subscriber. The text message will appear on the person's display.

Requirement: The internal subscriber must have a phone capable of receiving messages.

You can either use the predefined message texts directly or edit them to create a new message.

(MENU)	Press the Menu key repeatedly until the display shows "MESSAGE".
MESSAGE	Press the "MESSAGE" Foxkey, to use a message text from the list of 16 standard texts available in the system.
Λ	Press the "Λ" Foxkey repeatedly until the message you want appears on the display.
	Edit the message text, if necessary.
OK	Press the "OK" Foxkey.
Λ	Use the Foxkey "Λ" to select the destination: "SUBSCRIBER", "GROUP", or "ALL".
OK	Press the "OK" Foxkey.
	For subscriber and group: Enter the phone number.
OK	Press the "OK" Foxkey. The message is sent.
Note	If the display shows "Not available", the message could not be sent.

Read Text Messages

Your display shows "New message received" or "Other message received", followed by "Message list". The Indicator LED is lit.

The read function is used to retrieve a received message from the memory so you can read it. The first message received is the first message shown.

MENU   Press the Menu key.

READ   Press the "READ" Foxkey.
         The message is displayed for 8 seconds. If the message runs over several lines, the next line will then be displayed automatically.

i   To show the next line before the 8 seconds have elapsed: Press the Infokey.

DELETE   To delete the message: Press the "DELETE" Foxkey.
         The message is deleted; the next message is retrieved from the memory. Once the last message has been deleted, the phone switches back to the idle state.

– or –

END   To end the reading process: Press the END/Correction key.
         The phone reverts to the idle state. The message remains stored.

Note   The next message is only retrieved from the memory once you have deleted a message.

     The LED remains lit as long as there are still messages in the memory.

Answering or Rejecting a Callback Message

Someone has asked you to call back. You can tell that there is a callback request because the Indicator LED is lit in the idle state.

The display shows "Call back requiered" and a phone number.

You can either answer or reject the callback request.

MENU   Press the Menu key.

CALL   To answer the callback request: Press the "CALL" Foxkey.
         The person is called.

– or –

DELETE   To reject the callback request: Press the "DELETE" Foxkey.
         The callback request is rejected.

Picking Up a Call

You hear a phone ringing in your vicinity and want to pick up the call.

With the call pick-up function you can pick up the call from the other phone on your own phone.

(MENU)	Press the Menu key repeatedly until the display shows "CALL PICK-UP".
CALL PICK-UP	Press the "CALL PICK-UP" Foxkey. The display shows the number of the phone from which you last picked up a call.
	Enter the number of the phone from which you want to pick up the call.
OK	Press the "OK" Foxkey. You are now connected with the caller.

Using the DTMF Mode. Activating / Deactivating DTMF

You want to be able to use your phone to control other equipment or to access certain services, such as remote polling of an answering machine or telebanking. For these services you need the DTMF mode.

In the DTMF mode each key press generates a tone. If for example you key in a call number during a call, your call partner will hear the tone signals.

You can use the configuration mode ("DTMF" menu) to specify whether the DTMF mode should be generally activated or deactivated.

If the DTMF mode is generally deactivated, you can use the *-key to activate it temporarily (and deactivate it again) during the call.

Situation	You're in a call and the DTMF mode is generally deactivated
	First press the "End" key to clear the inputs you already made during the call.
END	
<long>	To activate the DTMF mode temporarily: Press the *-key and hold it down for a moment. You hear the acknowledgement tone.
Note	When you hang up, the DTMF mode is once again deactivated, in keeping with the general setting.

Making a call on a third-party phone

You want to make a call on a third-party phone using your personal settings, for example on a colleague's phone or in a meeting room.

You can activate a third-party phone to make an internal or external call using your personal settings, even if the phone is locked for external calls.

You can activate the phone for a business [a] or private [c] call.

The called party's display shows your personal phone number and not the number of the phone from which you are making your call.

Any call charges incurred will be charged to you.

	Pick up the handset.
	Enter #36. Enter your internal phone number. Enter your PIN. The phone is now enabled. You hear the internal dialling tone.
Note	The initialization PIN "0000" is not accepted. Obtain a new PIN from your system administrator first.
	Enter the internal phone number or external phone number with the exchange access digit. The person is called.
Note	You can as alternative put the handset on-hook and dial the phone number you want in call preparation within 60 seconds.

– or –

	Pick up the handset.
	Enter #46 for a private call. Enter your internal phone number. Enter your PIN. The phone is now enabled. You hear the external dialling tone.
Note	The initialization PIN "0000" is not accepted. Obtain a new PIN from your system administrator first. When you hang up, dialling by name and your private phone book remain available for a whole minute so you can make another call.
	Enter the external call number directly, without the exchange access digit. The external subscriber is called.

Using Added Features to Make Efficient Phone Calls

Paging an Internal Subscriber

You are unable to reach an internal subscriber and thus want to page them.

If the system is equipped with a paging system (PS), the person can be paged. The paged person can answer from any phone [a].

(MENU)	Press the Menu key repeatedly until the display shows "FIND".
FIND	Press the "FIND" Foxkey.
	Enter the phone number of the person to be paged.
OK	Press the "OK" Foxkey. The person is paged and sees your phone number on the pager.

Answering a Pager

Your pager is ringing and shows the phone number of the person trying to reach you.

You can answer from any internal phone [a].

(MENU)	Press the Menu key repeatedly until the display shows "CALL PICK-UP".
CALL PICK-UP	Press the "CALL PICK-UP" Foxkey.
Λ	Use the Foxkey "Λ" and select "PAGER".
OK	Press the "OK" Foxkey.
	Enter your own internal phone number.
OK	Press the "OK" Foxkey. You are now connected with the person who made the general bell.

Answering a General Bell

Via the general bell, you hear either your personal ringing pattern or the general ringing signal.

You can answer from any internal phone.

MENU   Press the Menu key repeatedly until the display shows "CALL PICK-UP".

CALL PICK-UP Press the "CALL PICK-UP" Foxkey.

Λ   Use the Foxkey "Λ" and select "GENERAL BELL".

OK   Press the "OK" Foxkey.
                You are now connected with the person who made the general bell.

Suppressing your Call Number from Your Called Party's Terminal Display

You do not want your call number to appear on the terminal display of a called party in the public network.

You have two possibilities [b]:
• If you never want your call number to appear, you can ask your system administrator to set up the system configuration accordingly.
• To suppress your call number display for certain calls only, select the function "CLIR per call" before dialling your party's call number. You can store the function under a function key or activate it with a */# procedure.

The CLIR per call function is available on a function key.

              Before the call: Press the CLIR per call function key.

Note   Suppressing your phone number from the display only works with external calls and has to be subscribed to with your provider.

Tracing Malicious Calls

Your are being threatened or molested by a call. You want to identify the caller.

Using the MCID function (Malicious Call Identification), the provider records the following call data:
• Your phone number
• The caller's phone number
• The date and time of the call

MCID has to be enabled by your provider. Your provider will inform you about accessing the recorded call data.

Note   MCID has to be stored under a configurable key.

During a call: Press the function key for MCID.

– or –

After the call do not hang up: press the function key for MCID while you hear the busy tone.

Activating / Deactivating Functions by Remote Control

You are not at your desk and want to set various functions on your phone from a different phone.

You can activate / deactivate many of your phone's functions by remote control from a different phone. Remote control has to be enabled for your phone in the system.

Remote control is possible from within and from outside the system. For external remote control, the system administrator has to give you the dial-in number.

The remote control is initiated using a special */# procedure. You can then enter the function commands and */# procedures in the usual way.

To remote control from a third-party phone: Pick up the handset.

To initiate remote control:
Enter */# procedure *06.
Enter your phone number.

Enter the */# procedure for activating / deactivating the function you want.

Put the handset on-hook.

Basic Settings

This section explains how to adapt the phone's basic settings to suit your personal requirements.

Setting the Display Contrast

You may find the display is too bright or too dark.

You can adjust the display contrast.

<long> MENU	Press the Menu key and hold it down for a moment. The configuration mode is now activated.
MENU	Press the Menu key repeatedly until the display shows "DISPLAY".
DISPLAY 🦊	Press the "DISPLAY" Foxkey. The display shows the current contrast setting.
∧ 🦊	Set the contrast using the "∧" Foxkeys.
MENU	Press the Menu key.
OK 🦊	Press the "OK" Foxkey. The contrast setting is stored.

Configuring the DTMF Mode

You want to decide whether the DTMF mode is to be activated or deactivated as default on your phone.

This setting can be made in the configuration mode.

<long> (MENU)	Press the Menu key and hold it down for a moment. The configuration mode is now activated.
(MENU)	Press the Menu key repeatedly until the display shows "DTMF".
DTMF (🐱)	Press the "DTMF" Foxkey.
Λ (🐱)	Use the "Λ" Foxkey to activate or deactivate the DTMF dialling mode.
OK (🐱)	Press the "OK" Foxkey. The setting is stored.

Selecting the Language

The display text is not in the language you want.

You can select a different language in the configuration mode. The menu item under which you select your language is marked by an "*" in front of the word for "language" in the language of your choice, e.g. "*Language" for English.

Situation	German is set as the language on your phone.
<long> (MENU)	Press the Menu key and hold it down for a moment. The configuration mode is now activated.
(MENU)	Press the Menu key repeatedly until the display shows "*LANGUAGE".
*LANGUAGE (🐱)	Press the "*LANGUAGE" Foxkey. The display shows the set language.
Λ (🐱)	Press the "Λ" Foxkey repeatedly until the display shows the language you want, for example "ENGLISH".
(MENU)	Press the Menu key.
OK (🐱)	Press the "OK" Foxkey. The display text appears in your selected language.

Setting the Volume during a Call

You want to adjust the volume while in a call.

This automatically adjusts the volume of the handset and loudspeaker.

The new volume will remain stored even after the call is ended.

<2x short>	To reduce or increase the volume: Press the Loudspeaker key twice in quick succession.

Changing the Code

You want to change the code used for locking / unlocking your phone (see "Locking your phone" and "Unlocking your phone").

The factory setting is digit combination "0000"; you can select any 2 to 10-digit combination for your new code.

If you have forgotten the current code, your system administrator will be able to help.

<long> MENU	Press the Menu key and hold it down for a moment. The configuration mode is now activated.
MENU	Press the Menu key repeatedly until the display shows "CODE".
CODE	Press the "CODE" Foxkey. The display shows "OLD CODE:".
	Use the digit keys to enter the current code. For each digit entered, the display shows an "*".
OK	Press the "OK" Foxkey. The display shows "NEW CODE:".
	Use the digit keys to enter the new code. For each digit entered, the display shows an "*".
OK	Press the "OK" Foxkey. The display shows "CONFIRMATION:".
	Use the digit keys to enter the new code a second time. For each digit entered, the display shows an "*".
OK	Press the "OK" Foxkey. You hear the acknowledgement tone. The new code is stored.

Protect against Intrusion / Announcements

You want to protect against intrusion or announcements.

You can use the configuration mode to define that call waiting or announcement are not enabled on your terminal.

<LONG> (MENU)	Press the Menu key and hold it down for a moment. The configuration mode is now activated.
(MENU)	Press the Menu key repeatedly until the display shows "Intrusion" or "Announcement".
(🦊)	Press the "CALL WAITING" or "ANNOUNCEMENT" Foxkey.
⊼ ⊻ (🦊)	Use the Foxkey "v" and "V" to select between "Allow to own set/" and "Protect against".
OK (🦊)	Press the "OK" Foxkey. The setting is stored.

Setting the Ringing Properties

This section explains how to set your phone's ringing tone properties.

Setting the Ringing Volume on your Phone during Ringing

You want to adjust the ringing volume.

You can adjust the ringing volume while the phone is ringing.

<2x short> (◁))	To adjust the volume step by step: Press the Loudspeaker key twice in quick succession. The highest level is followed again by the lowest level.

Setting the Ringing Properties on the Phone

You want to change the way in which your phone rings.

You can set the ringing volume, ringing speed, and ringing melody.

<long> **MENU**	Press the Menu key and hold it down for a moment. The configuration mode is now activated.
MENU	Press the Menu key repeatedly until the display shows "RING".
RING	Press the "RING" Foxkey. You hear a test ring. The display shows "RINGING VOLUME".
Λ	Set the ringing volume with the "Λ" Foxkey.
RINGING VOLUME	Press the "RINGING VOLUME" Foxkey. The display shows "RINGING MELODY".
Λ	Select the ringing melody with the "Λ" Foxkey.
RINGING MELODY	Press the "RINGING MELODY" Foxkey. The display shows "RINGING RATE".
Λ	Set the ringing speed with the "Λ" Foxkey.
RINGING RATE	Press the "RINGING RATE" Foxkey. The ringing properties are stored.

Phone Book Management

This section explains how to enter a subscriber into the phone book and how to edit or delete a phone book entry.

Creating a New Phone Book Entry

You want to store your own phone numbers.

You can save and change your own phone numbers on your phone. You cannot change the phone numbers stored in the system.

The operator prompting described applies to the system types listed under [a]. The operator prompting for the other system types differs slightly).

(MENU)	Press the Menu key repeatedly in the idle state until the displays reads "PHONE BOOK".
PHONE BOOK	Press the "PHONE BOOK" Foxkey. The display reads "MODIFY".
MODIFY	Press the "MODIFY" Foxkey. The display reads "NEW".
NEW	Press the "NEW" Foxkey. The display reads "ENTER NUMBER"
	Use the digit keys to key in the phone number you want to store.
OK	Press the "OK" Foxkey. The display reads "ENTER NAME".
Note	The text mode for letter input is automatically activated.
	Use the digit keys to key in the name of the party you want to store.
OK	Press the "OK" Foxkey. The setting is stored.

Editing a Phone Book Entry

You want to edit a phone number stored on your phone.

You can only edit the entries for your own phone numbers, i.e. those stored on your phone. You cannot edit the phone numbers stored in the system.

The operator prompting described applies to the system types listed under [a]. The operator prompting for the other system types differs slightly).

|	
(MENU)	Press the Menu key repeatedly in the idle state until the displays reads "PHONE BOOK".
PHONE BOOK	Press the "PHONE BOOK" Foxkey. The display reads "MODIFY".
MODIFY	Press the "MODIFY" Foxkey. The display shows "BROWSE".
BROWSE	Press the "BROWSE" Foxkey. The display shows the name of the first entry.
∧	To scroll through the entries: Press "∧" Foxkey. The display shows the name of the next entry.
Note	You now have different options:
(MENU)	To change an entry: Press the Menu key repeatedly until the display reads "MODIFY".
CHANGE	Press the "CHANGE" Foxkey. The display shows the old phone number.
	Use the digit keys to key in the new phone number.
OK	Press the "OK" Foxkey. The display shows the old name.
	Use the digit keys to enter the new name.
OK	Press the "OK" Foxkey. The setting is stored.
	– or –
(MENU)	To delete an entry: Press the Menu key repeatedly until the display reads "DELETE".
DELETE	Press the "DELETE" Foxkey. The display reads "DELETED" and an empty entry.

Configuring Keys

This section explains how to assign phone numbers and functions to a configurable key.

Storing a Phone Number under a Key – Number Key

You want to retrieve a frequently used phone number with a single keystroke rather than enter it digit by digit.

You can store a phone number including the associated name under any key that is configurable. The key automatically becomes a number key.

Each configurable key is assigned 2 memory locations allowing you to store 2 phone numbers under a single configurable key.

<long> **MENU**	To store a phone number under a configurable key: Press the key and hold it down for a moment. The display shows "Number Nx"
Note	Key already configured: See "Clearing a key".
OK	Press the "OK" Foxkey. The display shows "ENTER NO. SP1".
	1. Enter the phone number.
OK	Press the "OK" Foxkey. The display shows "ENTER NAME SP1".
	Enter the name.
OK	Press the "OK" Foxkey. 1. The phone number is stored. The display shows "ENTER NO. SP2".
	2. Enter the phone number.
OK	Press the "OK" Foxkey. The display shows "ENTER NAME SP2".
	Enter the name.
OK	Press the "OK" Foxkey. 2. The phone number is stored.

Storing a Function under a Key – Function Key

You want to retrieve a frequently used function - for example "call forwarding on no reply" - using a single keystroke rather than having to enter it by hand.

You can store a function under a configurable key.

A function key is assigned 2 memory locations. Usually a function
• is activated with the instruction sequence of memory 1
• and is deactivated with the instruction sequence of memory 2.

The display symbols ❶ to ❹ indicate the status of the 4 configurable keys:
• Digit visible: Function is activated.
• Digit not visible: Function is deactivated.

<long>	To store a function under a configurable key: Press the key and hold it down for a moment. Key not configured: The display shows "Number Nx"
Note	Key already configured: See "Clearing a key".
∧	Press the "∧" Foxkey repeatedly until the "Number Nx" appears on the display.
OK	Press the "OK" Foxkey.
∧	Press the "∧" Foxkey repeatedly until the display finds the function you want. Further prompting depends on the function.
Note	Besides the predefined functions you can also define your own function. For more information, please refer to the section "Formulating Functions".
OK	Press the "OK" Foxkey. The function is stored under the key.

Clearing a Key

You want to clear the assignment made to a configurable key.

The function "Delete key" is available for this purpose in the configuration mode.

<long>	Press the configurable key and hold it down for a moment. The display shows the key type.
∧	Press the "∧" Foxkey repeatedly until the display shows "CLEAR KEY".
OK	Press the "OK" Foxkey. The key configuration is cleared.

Formulating Functions

This section explains how to activate an individual function, for example call forwarding unconditional, with the aid of function commands and how to assign it to a key.

Function Commands

You can use function commands to define a function to suit your personal requirements. A function can consist of one or more function commands, function codes, and the phone number. You can either carry out a function directly or store it under a key (select function "config.").

The following function commands are available (see "Entering characters"):

"I"	Seize line
"X"	Disconnect
"P"	Pause 1 second before the next operation
"N"	Use the phone number entered in call preparation
"."	Control key function
"Z"	Activate / deactivate DTMF mode
"R"	Use the phone number last dialled
"Y"	Disconnect and reseize the line.

Examples of how to define a function:

"IR"	Seize line ("I"), dial phone number last dialled ("R")
"I201"	Seize line ("I") and dial phone number 201
"I*21201X"	Seize line ("I"), activate call forwarding unconditional ("*21") to phone number 201, disconnect ("X")

Note   Text mode has to be activated before you can enter function commands.

Putting Your Phone into Operation
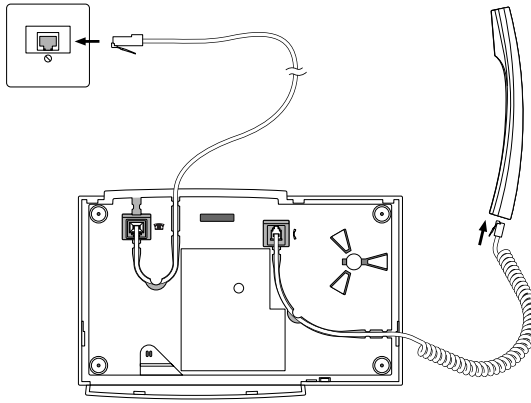
Note: Plug designs vary from country to country.

Logging Your Phone on
Your system administrator has to prepare the system before you can log on your phone.

Connecting your phone to the system
1. Plug the connector on the phone cord on the underside of the phone into the socket with the phone symbol.
2. Feed the cable through the strain relief provided.
3. Plug the other end of the cable into the phone socket outlet.
4. Ask the installation engineer to set the channel selector switch located under the write-in label cover.

Labelling Configurable Keys
The last page of the Operating Instructions contains labels for the configurable keys.

Proceed as follows:

1. Make a copy of the last page of these Operating Instructions and cut out the label.
2. On the label make a note of the stored functions or of the names corresponding to the numbers stored.
3. Carefully remove the transparent cover next to the configurable keys.
4. Place the label into the recess next to the configurable keys.
5. Carefully replace the transparent cover.

Troubleshooting

Your call partner cannot hear you or you cannot hear your call partner
Make sure the handset cord is correctly plugged into both the handset and the phone (see "Installation").

Handset off-hook, no dialling tone, no display
Make sure the phone cord is correctly plugged in to both the phone and the phone socket (see "Installation").

Display reads "Not configured", indicator LED is lit, handset off-hook, no dial tone
Your phone has not been assigned a call number. Contact your system administrator.

Display reads "Incorrect phone type" – Indicator LED is lit in standby mode
The phone registered originally was of a different type. The settings available (i.e. the phone's phone book, the freely configurable keys) are not your own, but those of the phone registered originally.

To register your phone, go to the "Phone book" menu. Press "Edit". The display reads "Log on new set". Press "Yes". The LED goes out: Your phone is now registered. Press the END key to return to standby mode.

The personal settings taken from the original phone are not altered by the logon procedure.

Display is working, but connection is not possible
Your phone may be locked. Unlock your phone (see "Locking / unlocking your phone").

Freely configurable keys cannot be configured.
The configuration may be locked. Unlock your phone (see "Locking / unlocking your phone").

The display reads: "trying to register"
The telephone cannot be registered. Contact your system administrator.

The display reads: "Power supply weak"
Due to the line length and the phones and expansions connected, the power supply can reach a critical range. Contact your system administrator if you experience any operating problems. The approximate line length is indicated on the display.

Insufficient display contrast
The setting for the display contrast is inadequate. Alter the setting in the configuration mode, see "Setting the display contrast".

Note
For all other messages, faults and questions you may have, contact your system administrator.

Functions that are not available via the menu can be activated using */# procedures.

You can either type in a */# procedure directly or store it under a key.

You can only activate certain */# procedures if the same function cannot be obtained via the menu.

The availability of certain */# procedures may be restricted depending on the system and software version.

	*/# Procedure	Remote control
Activate / deactivate an appointment reminder call • Activate standing order • Clear standing order • Activate single order • Clear single order	*56 <hh mm> #56 *55 <hh mm> #55	X X X X
Activate / deactivate function via third-party phone (remote control) (Enter number of own phone)	*06 <SC No.> <Function>	
Activate exchange access with charge recall	*32 <SC No.>	
Announcement • To a subscriber • To a group • Answer to group	*7998 <SC No.> *79 <GR No.> *89	
Announcement service • Activate group 1 or 2 • Deactivate group 1 or 2	*93 1 or 2 #93 1 or 2	
Answer general bell • Coded ringing • Ringing signal	*82 *83	
Answer the pager	*82 <SC No.>	
Call Forwarding on No Reply (CFNR) • Protect against • Allow to own set • Activate CFNR • Clear CFNR • CFNR to last configured Activate SC • CFNR to last configured Clear SC • CFNR to preconfigured Activate SC • CFNR to preconfigured Clear SC • Activate CFNR to a pager • Clear CFNR to a pager • Activate CFNR to general bell • Clear CFNR to a general bell	*02 #02 *61 <SC No.> #61 *61# #61 *62 #62 *68 #68 *68 #68	X X X X X X X X X X

	*/# Procedure	Remote control
Call waiting • Activate • Protect against • Allow to own set	*43 *04 #04	 X X
Clear callback	#37	
Controlling Relays • Activate • Deactivate	*75<x> (x=5,6,7) #75<x> (x=5,6,7)	
Deactivate all active functions (except user group)	*00	X
Do not disturb (call protection) • Activate • Deactivate	*26 #26	X X
Follow me • Activate • Clear	*23 <SC No.> #23	
Forward calls (CFU) • Protect against • Allow to own set • Activate CFU • Clear CFU • CFU to last configured Activate SC • CFU to last configured Clear SC • CFU to preconfigured Activate SC • CFU to preconfigured Clear SC • Activate CFB • Clear CFB • CFB to last configured Activate SC • CFB to last configured Clear SC • Activate CFU to standard message • Clear CFU to standard message • Activate CFU to pager or general bell • Clear CFU to pager or general bell	*02 #02 *21 <SC No.> #21 *21# #21 *22 #22 *67 <SC No.> #67 *67# #67 *24 <Text No.> #24 *28 #28	X X X X X X X X X X X X X X X X
Intrusion • Protect against • Allow to own set	*04 #04	X X
Lock / unlock the phone • Lock with new code • Lock with code last used • Unlock with new code	*33 <Code> *33# #33 <Code>	

	*/# Procedure	Remote control
Log into / out of user groupUser group (UG) • Log into all user groups • Log out of all user groups • Log into a particular user group • Log out of a particular user group	*4800 #4800 *48 <User group No.> #48 <User group No.>	X X X X
Making a call on a third-party phone • Business Calls • Private Calls	#36<SC No.><PIN> #46<SC No.><PIN>	
Open door	*751 / *75<x> (x=1,2)	
Page subscriber over paging system • Page in prefix dialling • Page in suffix dialling	*81 <SC No.> *81	
Park call party • Connect with parked call party	*76 #76	
Picking Up a Call	*86 <SC No.>	
Requesting a Callback • Activate message • Clear message from third-party phone	*38 <SC No.> #38 <SC No.>	X X
Route calls / functions via switch groups • Switch group x, switch position 1 • Switch group x, switch position 2 • Switch group x, switch position 3	*851 / *85 <x> 1 *852 / *85 <x> 2 *853 / *85 <x> 3 (x=2...9)	
Sending a Message • To a subscriber • To a group • To all	*3598 <SC No.> <Message No.> # *35 <GR No.> <Message No.> # *3599 <Message No.> #	X X X
Set up a conference call • Preset • Variable	*70 <Conf. No.> *71 <SC No. 1> * to <SC No. 5> #	
Suppressing your call number from Display • CLIR per call	*31	
Switch the phone network manually – LCR (Fallback) (after fallback the external phone number last dialled is selected automatically)	*90	

System and Software-Related Functions

You want to activate a feature described in these Instructions but the system will not let you.

Some systems or system versions do not support all the features. The corresponding text sections are identified by a number inside square brackets. The list below indicates which system versions support the relevant features. For more information contact your system administrator.

Features on the corded system terminals

	S3	S4	ISDN-5.0	ISDN-5.5	I6
[a]			X	X	X
[b]					X
[c]	X	X			X

Note The menu tree can vary depending on the system and the software version. The present menu tree refers to system version I6.

Press the Menu key
Phone book
  Search
    Name dial
  Modify (Private)
  New entry
    Number
      Name
    View
      0...9
      Modify
        Number
          Name
      Delete

Call list
  Answered calls
    Call
    Detail
    New entry
    Delete
  Unanswered calls
    Call
    Detail
    New entry
    Delete

Pick up
  Subscriber
    Number
  Pager
    Number
  Central Bell

Send message to:
  1...16
    Subscriber
      Number
    Group
      Group
    Number

Announcement:
    Subscriber
      Number
    Group
      Number

Configuration
  -> Press the Menu key and hold it down for a moment

Pager
  Number

Press the Menu key and hold it down for a moment
Ring
  Ringing signal volume 1...4
    Melody 1....4
      Ring.signal speed 1...4

Keys
  Press key to be configured
    Number key
      Memory1: Enter number
        Memory2: Enter number
    Function key
      configurable
      Park
      Do not disturb
      Discreet ringing
      Diversion
        Divert to subscriber
          Number
        Divert to pager
          Number
        Divert to message
          1...16
        Divert on busy
          Number
        Forwarded to: Subscriber
          Number
      CLIR call by call
      Deflect
      Routing
        Gr1Pos2, Gr1Pos3, Gr2Pos2
      Relay
        Relay1
        Relay2
        Relay3
      Courtesy group
        Group1
      Barring
        Intrus. barred
        Announcement barred
      MCID
      User group
        AllUsrGrp
        UsrGrp1...UsrGrp29
  Delete

Menu Overview

Barring
  Code
    Phone Free
    Phone barred
    Configuration barred

Code
  Old code
    New code
      Confirm

DTMF
  On
  Off

*Language
  Language,Sprache,Langue,Lingua

Display
  Contrast: 1...5

Announcement
  received
  not received

Call waiting
  received
  not received

Index

Index

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We, Ascom Enterprise Communications AG, declare with full responsibility that the product complies with the provisions of Directive 1999/5/EC of the Council of the European Union.

You will find the complete text of the declaration of conformity and other documents under:

http://www.ascom.com/ec/documents

Subject to delivery availability and technical modifications.

The scope of performance depends on the system and the software version.

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